

**Minutes of the Annual Meeting of Stanton Harcourt Parish Council  
held on Monday 17<sup>th</sup> May 2021 in the Village Hall**

**Present:**

Charles Mathew	(CM)	Retiring Chairman
Matthew Judson	(MJ)	Vice-Chair
Gill Sellars	(GS)	Councillor
Keith Hickson	(KH)	Councillor
Rachel Arnold	(RA)	Councillor
Joe Deane	(JD)	Councillor
Trudi Gasser	(TG)	Parish Clerk

**In Attendance:**

4 Members of the public		
Lysette Nichols	(LN)	District Councillor

**Apologies:**

Steve Good	(SG)	District Councillor
Dan Levy	(DL)	County Councillor

Minute Ref	Item
AM21.01	<b>Welcome and Introductions: The Retiring Chairman/Vice-Chairman to welcome those present.</b> CM welcomed all present.
AM21.02	<b>Apologies: To note apologies from those Councillors absent from the meeting.</b> Dan Levy (DL) County Councillor
AM21.03	<b>Election of Chair.</b> <b>a) To elect the Chair for the forthcoming year:</b> GS proposed MJ, KH seconded: all in favour. MJ elected as Chairman. <b>b) The Chair to sign the Declaration of Office Form:</b> Declaration of Office signed.
AM21.04	<b>Election of Vice-Chair: To elect the Vice-Chair for the forthcoming year.</b> <b>a) To elect the Vice-Chair for the forthcoming year:</b> MJ proposed GS, KH seconded: all in favour. GS elected as Vice Chairman. <b>b) The Vice-Chair to sign the Declaration of Office Form:</b> Declaration of Office signed.
AM21.05	<b>Banking arrangements: To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories.</b> A new mandate was signed for Matthew Judson, Gill Sellars, Keith Hickson, Rachel Arnold and Joe Deane to be signatories.
AM21.06	<b>Asset Register: To note the Asset Register dated April 2021.</b> The Asset Register was noted, minor changes to be made.
AM21.07	<b>Insurance Cover: To note the extant/proposed insurance cover and decide whether it is adequate.</b> It was confirmed that adequate cover is in place.
AM21.08	<b>Accounts for the Year ending 31 March 2021: To receive a report</b> Year End Accounts were circulated and approved.
AM21.09	<b>Budget Details for Financial Year 2021/2022: To note the agreed Budget for the year 2021/22 Budget circulated and noted</b>